

Summary of the NELAC Board of Directors Teleconference
July 21, 1997

The Board of Directors of the National Environmental Laboratory Accreditation Conference (NELAC) convened by telephone on Monday, July 21, 1997 at 10:00 a.m. The meeting was led by its Chair, Dr. Eldert C. Hartwig, Jr. of the FL Dept. Of Health. A list of action items is provided in Attachment A and a list of participants is given in Attachment B.

A discussion was held on how to proceed with the PT Chapter (the EMMC Council has concerns with the standards as written). Ms. Mourrain stated that she had a conversation with Mr. Steve Clark, EPA Office of Water. Mr. Clark tentatively agreed that the EMMC proposed chapter 2 standards, with a limiter stating that the chapter 2 standards would not go into affect until October 1, 1998, would address the needs of the Office of Water.

The following changes were suggested for the EMMC memo:

- (1) The paragraph dealing with Interim Standards should be changed to read as follows:

For the period beginning with the adoption of these standards by NELAC and ending September 30, 1998, all NELAP approved accrediting authorities shall accept data from proficiency testing programs that meet the requirements of current EPA or State regulations and guidance. The intent of this interim guidance is to continue the status quo until remaining EPA and other stakeholders issues can be addressed. It should not be construed as NELAC approval or disapproval of any particular PT provider. Accrediting authorities may rely on the current laboratory performance evaluation studies conducted by EPA. These include: the Water Supply (WS) Study, conducted twice annually; the Water Pollution (WP) study, conducted twice annually; and the Discharge Monitoring Report Quality Assurance (DMRQA), conducted once annually. Alternatively, accrediting authorities may rely on other sources for performance evaluation studies (such as their own state-operated programs or programs supported by commercial vendors), provided that these programs meet current EPA regulatory requirements.

- (2) It was recommended that the following sentence be deleted from the memo, "The following sections and appendices are reserved and will appear in future version of these standards."
- (3) In chapter 2, change NELAP or NELAC approved to PTOB approved.
- (4) Approval of PT providers would be every other year instead of every year..

Any revisions to the EMMC memo would be presented by Ms. Jan Jablonski at the Tuesday plenary session. Ms. Jirka will summarize the recommendation in the afternoon session.

It was decided that members of the Board/Chairs should be notified that there might be a meeting at the Annual meeting. Also, it was agreed that the Board members will have a dinner meeting on Monday night.

Action Items
Board of Directors Teleconference
July 21, 1997

| Item No. | Action | Date Completed |
|----------|---|----------------|
| 1. | Ms. Mourrain will furnish Dr. Hartwig the wording of the new paragraph and the names and telephone numbers of the EMMC Council members. | |
| 2. | Ms. Jirka and Ms. Rhyne will discuss the issues of this teleconference with the PT committee this afternoon, make changes to the agenda and send the changes to Ms. Sue Phillips. | |
| 3. | Mr. Ted Coopwood will arrange the dinner meeting for the Board of Directors on Monday evening at the NELAC Annual meeting. | |

List of Participants
Board of Directors Meeting
July 21, 1997

| Name | Affiliation | Phone Numbers |
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| Charles Hartwig, Chair | FL Department of Health & Rehabilitative Services | Tel: 904-791-1550 FAX: 904-791-1567 E-mail: charles_hartwig@dcf.state.fl.us |
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| Pauline Bouchard | MN Dept of Health | Tel: 612-623-5331 Fax: 612-623-5514 E-mail: pauline.bourchard@health.state.mn.us |
| Charles Brokopp (Absent) | UT Division of Laboratory Services | Tel: 801-584-8406 Fax: 801-584-8486 E-mail: cbrokopp@state.ut.us |
| Ted Coopwood | USEPA | Tel: 202-233-9358 Fax: 202-233-9651 E-mail: coopwood.theodore@epamail.epa.gov |
| Marcia Davies (Absent) | DOD | Tel: 402-697-2555 Fax: 402-697-2595 E-mail: marciacdavies@usace.army.mil |
| Kenneth Jackson | NY State Dept. Of Health | Tel: 518-485-5570 Fax: 518-485-5568 E-mail: jackson@wadsworth.org |
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| Bob Stephens (Absent) | CA EPA | Tel: 510-540-3003 Fax: 510-540-2305 E-mail: rds3@ix.netcom.com |
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